

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ January 25, 2010

**CLEMENTON BOARD OF EDUCATION
Clementon, New Jersey**

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
January 25, 2010

The Regular Meeting of the Clementon Board of Education was called to order at 7:30 PM on the above date by President Irene Buchalter.

“Public notice of this meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the following manner:

- a. Posting written notice at the Board of Education Office.
- b. Sending written notice to the *Courier-Post* and *Record Breeze* newspapers.
- c. Filing written notice with the Clerk of Clementon.”

Mrs. Buchalter led the Pledge of Allegiance.

The following members answered roll call:

	<u>Arrival</u>	<u>Departure</u>
Virginia de Haan	7:30 PM	8:35 PM
Randall Freiling	7:35 PM	7:37 PM
Harry Gahm	7:30 PM	8:35 PM
Sara Paranzino	7:30 PM	8:35 PM
John Romer	7:30 PM	8:35 PM
Ellen Suckle	7:30 PM	8:35 PM
William Weyland	7:30 PM	8:35 PM
Irene Buchalter	7:30 PM	8:35 PM

Quorum present.

Also present were:

Michael W. Adams, Superintendent
Joanne E. Clement, School Business Administrator/Board Secretary
Shannon Klecko, Solicitor

Also present in the audience were:

Members of the community and staff.

(Mr. Freiling exited the meeting.)

MINUTES:

MOTION: Approve the Minutes of the following meetings:

- December 21, 2009 Regular Meeting and Executive Session

MOVED BY: Mr. Weyland
ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
MOTION CARRIED: 6-0-1
(Mrs. de Haan abstained.)

PUBLIC - AGENDA ITEMS ONLY:

No comments made by the public.

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SUPERINTENDENT'S REPORT:

Items for Action – The Superintendent recommends approval of the following items:

1. Employment of the following individuals for the remainder of the 2009- 2010 school year:
 - a. POSITION: Substitute Camp Clementon Program Aide
 NAME: Kristin Egan
 RATE OF PAY: \$7.25 per hour
 START DATE: Upon confirmation of successful criminal history review.
 - b. POSITION: Homebound Instructor
 NAME: Tracy Stefan
 RATE OF PAY: \$31.00 per hour, four hours total
2. Addition of Carol Kellogg, RN, to the Substitute Nurse list for the 2009- 2010 school year at the rate of \$125.00 per diem.
3. Additions (January 2010) to the Source 4 Teachers Master Substitute List for the 2009- 2010 school year
4. Participate in the ARRA “Race to the Top” grant.
5. Workshop/Meeting Requests:
 - a. EMPLOYEE: Christine Fellona
 WORKSHOP: Effective Strategies for Working Successfully with Disruptive Students
 LOCATION: BER, Cherry Hill, NJ
 DATE: Monday, February 1, 2010,
 COST: \$199.00
 SPONSOR: Bureau of Education and Research (BER)
 NOTE: Payable from Title I funds.
 - b. EMPLOYEE: Dawn Egan
 WORKSHOP: Using Interactive Centers to Differentiate Instruction for All Students in Reading, Writing, Math, and Science (Gr. K- 2)
 LOCATION: The Mansion, Voorhees, NJ
 DATE: Thursday, February 4, 2010
 COST: \$199.00
 SPONSOR: Bureau of Education and Research (BER)
 NOTE: Payable from Title I funds.
 - c. EMPLOYEE: Tina Jennetta
 WORKSHOP: Annual DARE Regional Conference
 LOCATION: Bally's, Atlantic City, NJ
 DATE: February 23, 24, and 25, 2010
 COST: \$0.00 (DARE pays for the conference.)
 SPONSOR: DARE NJ
 - d. EMPLOYEE: Traci Boone
 WORKSHOP: Advanced Guided Reading Strategies
 DATE: Tuesday, March 2, 2010
 LOCATION: The Mansion, Voorhees, NJ
 COST: \$199.00

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SPONSOR: Bureau of Education and Research (BER)
 NOTE: Payable from Title I funds.

- e. EMPLOYEE: Cheryl Prescott
 WORKSHOP: Advanced Guided Reading Strategies
 DATE: Tuesday, March 2, 2010
 LOCATION: The Mansion, Voorhees, NJ
 COST: \$199.00
 SPONSOR: Bureau of Education and Research (BER)
 NOTE: Payable from Title I funds
- f. EMPLOYEE: Catherine Bare
 WORKSHOP: NJAGC "Stimulating Change for the Gifted Learner"
 DATE: March 4 and 5, 2010
 LOCATION: Mercer County Community College
 COST: \$260.00
 SPONSOR: NJ Association for Gifted Children

6. Field Trips:

- a. TRIP: **Fifth Grade Class Trip**
DATE CHANGE: Friday, May 28, 2010
RAIN DATE CHANGE: Friday, June 4, 2010
 TIME: 8:30 AM - 2:45 PM
 DESTINATION: Historical Philadelphia Walking Tour and National Constitution Center, Philadelphia, PA
- b. TRIP: **Camp Clementon Bowling Trip**
 DATE: Wednesday, February 10, 2010 (1:00 PM dismissal day)
 RAIN DATE: N/A
 TIME: 2:00 PM - 4:00 PM
 DESTINATION: 30 Strikes Bowling Alley (formerly LaMartinique Lanes)
 STUDENT ADMISSION: \$8.00 per student, payable by student
 CHAPERONE COST: \$8.00 per chaperone, payable by chaperone
 TRANSPORTATION: Provided by 30 Strikes at no cost to the district.
 PARTICIPANTS: Camp Clementon students in grades three and up.

7. School Activities:

- a. EVENT: **Camden Riversharks Reading Incentive Program**
 FACULTY SPONSOR: Cheryl Pataky
 PARTICIPANTS: All students and their families.
 NOTE: Students must read five books as evidenced by parent or teacher initials on a special bookmark. Students can then redeem the signed bookmark for a free Riversharks ticket for the Friday, May 7, 2010 game located at Campbell's Field, Camden, NJ. Qualifying students' families have the opportunity to purchase tickets to this game. There will be pre-game ceremonies in honor of the reading program.
(Background)
- b. EVENT: **Student Council Spring Dance**
 FACULTY SPONSOR: Nancy Gundaker
DATE CHANGE: Thursday, April 1, 2010
TIME CHANGE: 3:15 PM - 5:15 PM

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- c. **EVENT:** **Student Council Non-Perishable Food Drive**
FACULTY SPONSOR: Nancy Gundaker
DATES: March 15 through March 26, 2010
NOTE: Students will collect and donate non-perishable food items to be delivered to a local food pantry.
- d. **EVENT:** **Student Council Lincoln Penny Drive**
FACULTY SPONSOR: Nancy Gundaker
DATES: February 22 through February 26, 2010
NOTE: Students will donate pennies and other change to sponsor the Student Council. Each homeroom will have a donation jar and students are encouraged to donate pennies. Students in other homerooms may donate other change to cancel out the pennies. Students with the most donations will be rewarded with a pizza party. Funds raised will benefit the Student Council.

8. Community Use of Facilities:

- a. **ORGANIZATION:** Girl Scouts Troop 30850
PERSON IN CHARGE: Kathy Rappold
SPONSOR: Community Education
PURPOSE: Girl Scout Meetings
DATES: Every Wednesday, beginning January 27, 2010 and ending June 9, 2010
TIME: 6:30 PM – 8:00 PM
LOCATION: Art Room
- b. **ORGANIZATION:** Community Education
PERSON IN CHARGE: Candice Collins
SPONSOR: Community Education
PURPOSE: Pitching Lessons – Softball Players
DATES: One time per week for approximately 8 weeks, beginning as soon as possible.
TIME: 5:00 PM – 6:00 PM
LOCATION: Gymnasium
PARTICIPANTS: Interested softball players in grades five through eight.
NOTE 1: Candice Collins and Fred Jiminez shall be the instructors. Ms. Collins will volunteer her personal time. Students shall pay \$20.00 each, per lesson, directly to Mr. Jiminez.
NOTE 2: Fred Jiminez's participation as an instructor is contingent upon confirmation of a satisfactory criminal history review.
- c. **ORGANIZATION:** Community Education – Camp Clementon
PERSON IN CHARGE: Kate Teschner
SPONSOR: Community Education
PURPOSE: "Dave the Magician" Performance
DATE: Thursday, February 11, 2010 (1:00 PM dismissal day)
TIME: 2:30 PM – 4:00 PM
LOCATION: Multi-Purpose Room
PARTICIPANTS: All Camp Clementon students.
NOTE: Dave Cornwell, Borough of Clementon Councilman, is volunteering his time to perform a magic show for Camp Clementon.
- d. **ORGANIZATION:** Community Education
EVENT: HOOPS Workout Basketball Camp 2010

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PERSON IN CHARGE: Candice Collins
 COACHES: Candice Collins and Mary Brown
 PURPOSE: Summer basketball camp for girls aged 9- 15.
 DATES: Monday, August 2, 2010 through Friday, August 6, 2010
 TIME: 9:00 AM to 1:00 PM
 (8:30 AM arrival on Monday, August 2, 2010)
 LOCATION: Multi- Purpose Room and Gymnasium
 NOTES: Registrants will be charged \$65.00 to attend. Community Education will receive ten percent of the total registration fees collected with the balance to be divided equally between the coaches. A brochure with registration form will be mailed.

MOVED BY: Mrs. de Haan
 ON ROLL CALL VOTE:

SECOND BY: Mrs. Paranzino
 MOTION CARRIED: 7-0-0

9. Participate in "Adopt a Cop" in conjunction with the Clementon Police Department: Third grade classes will "adopt a cop" and meet with an adopted Clementon Police officer for 30 minutes once a month from February to June 2010. The officers will create lessons such as "stranger safety" for the students each month.
10. Grant the Clementon Police Department access to Clementon Elementary School's security camera footage via a web browser connection.

MOVED BY: Mrs. Suckle
 ON ROLL CALL VOTE:

SECOND BY: Mrs. Paranzino
 MOTION CARRIED: 7-0-0

11. Discussion Items:
 - a. Informal Observations - Mr. Adams gave a report
 - b. QSAC Update - Preliminary numbers were given by the county.
 - c. School Leadership Team

SECRETARY'S REPORT:

Items for Action - The Superintendent recommends approval of the following items:

1. The payment of the following bill lists from the General Account:

<u>Bill List and Check Register</u>	<u>Amount</u>
1. List # 1	\$48,598.09
2. List # 2 (Community Education)	\$4,859.56
3. List # 3	\$97,512.24
4. List # 4	\$197,468.74
5. List # 5	\$456,498.97

2. Payment Transactions:

- a. Approve transfers in the amount of \$1,403.42.

- b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
12/15/09	From: General To: Payroll	\$132,667.43
12/15/09	From: General To: Agency	\$82,537.55

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12/30/09	From: General To: Payroll	\$147,578.92
12/30/09	From: General To: Agency	\$86,173.96

3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
12/15/09	To: First Niagara Bank For: Tax Sheltered Annuities	\$5,696.65
12/30/09	To: First Niagara Bank I For: Tax Sheltered Annuities	\$5,696.65

4. According to New Jersey Administrative Code – N.J.A.C. 6A:27- 11.2, Camden County Educational Services Commission held emergency exit drills on all their buses.
5. State Aid and Budget Preparation workshop sponsored by NJSBO on Thursday, January 28, 2010 at 7:30 PM held at Eastern Regional High School for the following individuals:
- a. Irene Buchalter
 - b. Harry Gahm
 - c. John Romer
 - d. Joanne Clement
 - e. Michael Adams
 - f. Randy Freiling
 - g. Ellen Suckle
 - h. William Weyland
 - i. Sara Paranzino
 - j. Virginia de Haan
 - k. Lynn Marcus
6. Resolution to renew membership with Burlington County Insurance Pool.
7. Indemnity and Trust Agreement for Burlington County Insurance Pool.
8. Resolution authorizing an award of contract (Bid A- 51), by and between the County of Camden (Department of Buildings and Operations) and Office Basics, Inc. for the purchase of office supplies under the Camden County Cooperative pricing system, system identifier # 57- CCCPS.
9. Resolve that the Clementon Board of Education does not require the LARC School to charge students for reduced and/or paid meals for the 2010- 2011 school year.
10. Accept \$600.00 donation from Willem Vandooijeweert for the soccer program.
11. Business Associate Agreement with LDP Consulting Group for health insurance.
12. Participate in the Alliance for Competitive Telecommunications.
13. Acceptance of the Treasurer's Report and Secretary's Report in accordance with N.J.A.C. 6A:23- 2.11(c)3 and N.J.A.C. 6A23- 2.11(a) for the month of **December 2009**. The Treasurer's Report and the Secretary's Report are in agreement for the months. The Board Secretary certifies that no line account has been overexpended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- (Treasurer's Report)
(Secretary's Report)

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Pursuant to N.J.A.C. 6A:23- 2.11(c)4), the Board certifies that as of **December 31, 2009**, after review of the Secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C. 6A:23- 2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOVED BY: Mrs. de Haan
ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
MOTION CARRIED: 6-0-1
(Each board member abstained from his name on motion #5.)

14. Award HVAC replacement and upgrades to lowest bidder Simon & Riggs in the amount of \$255,300.00.
15. Transfer \$55,286.00 from Capital Reserve to Fund 30 to cover replacement of HVAC units in the 7th and 8th grade wing.

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mrs. de Haan
MOTION CARRIED: 6-1-0
(Mr. Gahm voted no.)

16. Resolved, the Clementon Board of Education authorizes the Business Administrator/Board Secretary to submit grant application for telephone system.

MOVED BY: Mrs. de Haan
ON ROLL CALL VOTE:

SECOND BY: Mr. Weyland
MOTION CARRIED: 7-0-0

PRESENTATIONS:

- *December 2009 Super Stars of the Month*
- *January 2010 Super Stars of the Month*
- *November 2009 Manner Banner: Mrs. Letizia's/Mrs. Agresta's Classroom (4C)*
- *December 2009 Manner Banner: Mrs. Tropp's Classroom (4A)*
- *Math-a-Thon: Outstanding Fundraising Results*

CORRESPONDENCE:

1. December 2009 Update from Nutri-Serve Food Management.
2. Sunshine Notice from Pine Hill Public Schools notifying the public of the Tuesday, January 26, 2010 Worksession/Regular Business Meeting that will be held at 6:30 PM.

COMMITTEE REPORTS:

1. Administrative Evaluation
(Chairperson - Randall Freiling)
 - Not present.
2. Building and Maintenance
(Chairperson - Harry Gahm)

MOTION: Approve acceptance of alternate bid for \$6,600.00 for Hot Air Bypass.

MOVED BY: Mr. Gahm
ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
MOTION CARRIED: 6-0-1
(Mr. Romer abstained.)

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3. Camden County Educational Services Commission
(*Representative - Virginia de Haan*)
 - Mrs. de Haan gave a short report.
4. Camden County School Boards Association
(*Representatives - Harry Gahm and Ellen Suckle*)
 - Last meeting's topic of discussion was QSAC. Mrs. Buchalter discussed the 8th Grade Dialog. This will be hosted by our school. This meeting will be held late March or early April. School Boards will contact Mr. Adams for a date.
5. Community Education
(*Chairperson - John Romer*)
 - Camp Clementon Attendance – December 2009
Nothing else to report.
6. Policy
(*Chairperson - Irene Buchalter*)
 - The board received training on Strauss Esmay before the meeting this evening.
7. Core Curriculum and Technology
(*Chairperson - Ellen Suckle*)
 - The new calendar year is off to a good start. Unlike last month, we have had no major service interruptions. We've had another successfully-administered MAP testing season thanks to the Title I Department, and have received the five new sets of classroom responders from Renaissance Learning. We have also revised our network documentation to more accurately reflect the current state of the network.
 - Also this month, MRA International (an HP vendor) came in to demonstrate storage area network (SAN) arrays from HP's Lefthand division. Because of the advanced age of our servers, it is becoming increasingly important to assemble an equipment replacement plan. While we could maintain the status quo and simply purchase new machines, this option is much less attractive than it used to be due to the maturation of data center virtualization technologies. A more robust (and cost-effective) plan would entail consolidating our six servers onto two physical machines and incorporating a shared-storage SAN for our storage needs. The fact that this would result in at least a 50% reduction in server power use is only one of the benefits we would see. This would also be a more resilient setup in the face of either hardware or software failure, as the two servers would host one pool of resources with failover capability. It would also be highly scalable. If our storage, processing, or throughput needs should increase (and they constantly do), it would be a simple matter to expand those resources.
 - The demonstrated SAN features remote replication and disaster-recovery capabilities. Thus, this equipment would allow for timely business continuity in the event of a catastrophe.
 - Finally, the Technology Department is working hard to complete the three-year Technology Plan, which is due to the county office of education in the middle of February. We will easily have the plan completed by the due date, thanks to assistance from the Administration and the preparatory background work already completed by the Technology Department.
8. Finance
(*Chairperson - Randall Freiling*)
 - Not present.

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9. Legislation
(Representative - William Weyland)
 - Nothing to report.
10. Personnel – Executive Session
(Chairperson - Sara Paranzino)
11. Pine Hill Board of Education
(Representative - Irene Buchalter)
 - Minutes from the November 24, 2009 Worksession/Regular business meeting. Nothing else to report.
12. Municipal Alliance
(Representative - William Weyland)
 - Nothing to report.
13. Leadership Committee
(Representative - Irene Buchalter)
 - The next meeting will be held on March 3, 2010.

OTHER INFORMATION:

1. Board of Education Information::
 - o Financial Disclosure Statements
 - o Petitions for Board Positions – Mr. Gahm, Mrs. Paranzino, Mr. Weyland
2. Clementon School Information:
 - a. Principal's Report – December 2009
 - i. Suspensions – 19 Total (6 Out-of-School; 13 In-School)
(Contained in the Principal's Report)
 - b. Enrollment Report – December 23, 2009

PUBLIC:

None.

MOTION: To close the public portion of the meeting.

MOVED BY: _____ **Mrs. Suckle** _____ **SECOND BY:** _____ **Mr. Weyland** _____
ON ROLL CALL VOTE: _____ **MOTION CARRIED:** 7-0-0

EXECUTIVE SESSION:

MOTION: To move into Executive Session at 8:18 PM.

Mrs. Buchalter read the Open Public Meeting Acts Notice to move into a closed session for the purpose of discussing personnel and legal issues

MOVED BY: _____ **Mr. Romer** _____ **SECOND BY:** _____ **Mrs. Paranzino** _____
ON ROLL CALL VOTE: _____ **MOTION CARRIED:** 7-0-0

MOTION: To return from closed session at 8:30 PM.

MOVED BY: _____ **Mr. Weyland** _____ **SECOND BY:** _____ **Mr. Romer** _____
ON ROLL CALL VOTE: _____ **MOTION CARRIED:** 7-0-0

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MOTION: To pay Mr. John Bigley to attend Mediation at \$500.00 per day. Date for Mediation has not been set yet.

MOVED BY: Mr. Weyland
ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
MOTION CARRIED: 7-0-0

MOTION: To submit Security Grant and 7th and 8th grade Math and Science Grant.

MOVED BY: Mrs. de Haan
ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
MOTION CARRIED: 7-0-0

ADJOURNMENT:

MOTION: To adjourn the meeting at 8:35 PM.

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Weyland
MOTION CARRIED: 7-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
February 22, 2010